



NORTH CAROLINA NATIONAL GUARD AGR VACANCY ANNOUNCEMENT

**POSITION AND DUTY MOS:**

Recruiting & Retention NCO,
00F24

RANK/GRADE:

SGT/E5
(Minimum: SPC/E4)
W/ WLC

☒**NATIONWIDE**☐

**NCARNG
SOLDIERS ONLY**

ANNOUNCEMENT #:

AGR-FTM 2012-16

UNIT, LOCATION, POC:

Rec & Ret Battalion
Various statewide duty locations
POC: SFC James Sadler (919) 664-6507
James.a.sadler@us.army.mil

OPENS:

28 February 2012

CLOSES:

14 December 2012

POSITION DESCRIPTION: Responsible for recruiting qualified personnel for the NCARNG to meet monthly accession goals as established by OTAGNC. Interviews and counsels prospective enlistees concerning personal aptitudes, training opportunities, basic combat training, and military life. Explains Guard benefits, including critical skills, educational assistance, selected reserve incentives, promotions and career progression. Administers and scores pre-screening applicants, and with Military Entrance Processing Station (MEPS) Guidance Counselors for applicants' physical exam. Assists in administration and guidance counselors to establish and utilize a viable high school recruiting plan. Counsels disqualified applicants. Maintains lead refinement list. Is actively involved in TAG's and unit's Retention Programs by providing assistance and guidance in all areas relating to strength maintenance. Establishes and maintains liaison with commanders and staff on all elements affecting unit strength climate. Maintains high standards of physical fitness and appearance and portrays a soldierly appearance at all times. Participates with unit during IDT and AT periods.

QUALIFICATION REQUIREMENTS:

- Must be qualified in or meet prerequisites for MOS 79T in accordance with DA Pam 611-21; if not qualified, is able to complete MOS producing course within four months of assignment. Possesses or is eligible for SECRET security clearance; **has a minimum score of 110 in aptitude area of GT or minimum of 100 in areas GT and ST**; types 25 words per minute; has valid state drivers license; is high school graduate or has GED equivalency; demonstrates satisfactory command of English language in reading, writing, and oral application. Computer literacy and successful sales and/or public relations experience is highly desirable.
- Must meet retention medical/physical standards of Chapters 3, AR 40-501.
- Must be within height/weight standards IAW AR 600-9.
- Must be prepared to participate in and pass Army Physical Fitness testing administered during interview phase as applicable of TC 3-22.20.
- Must be eligible for interim secret clearance within 60 days of assignment** and attain full secret security clearance within 18 months.
- Must live within 50 miles of duty station or be willing to relocate at own expense.**
- Must be able to complete a three year initial tour in an active military status (AGR) prior to completing 18 years of active federal service on the individual's mandatory removal date based on age or service (without any extensions), under any provisions of law or regulation, as prescribed by current directives.

Note: Most Soldiers previously involuntarily separated from active duty or reserve statuses are not eligible for entry on AGR duty. Applicants with eligibility questions may contact SFC Sadler, 919-664-6507.

APPLICATION PROCEDURES: On-board NCARNG AGR soldiers **must** submit the following:

- OTAGNC Form 690-101, AGR Mobility Application (**OCT 02**).
- Letter of recommendation from your Brigade AO.
- Last two DA Form 705 (APFT) with DA 5500-R/5501-R if applicable.
- Last three NCOER's.
- Current **signed certified copy** of DA Form 2-1 or ERB with **ASVAB** scores.
- AGR soldiers will not be reassigned during the first 18 months of their initial tour. Exceptions to the 18 month rule require prior approval of NGB-ARM.

NOTE: Packets **received without certification or signatures** will be considered incomplete.

OTHER APPLICANTS: Submit NGB Form 34-1 **(2010)**, Application for Active Guard/Reserve Position, to the address at the end of this announcement. **Ensure Position Title and Announcement Numbers are entered in the first blocks below the Privacy Act statement.** **Include e-mail address at the top 1st page of NGB Form 34-1.** If you are deployed, submit a memo stating the followings: you are deployed, tentative date of your redeployment and include all POC information – i.e. DSN phone numbers and all email address(es). The following documents **must** be enclosed (photocopies only – do not send originals): **NO BINDERS PLEASE.** **Applications received without requested documents, such as, NGB Form 34-1 not signed, or DA Form 2-1 not certified and signed will be considered incomplete.**

1. NGB Form 34-1 Application for Active Guard/Reserve (AGR) **(Application must be signed.)**
2. Certified copy of DA Form 2-1 or ERB with **ASVAB** scores **(Must be certified by Unit Administrator or State MILPO and signed by the applicant.)**
3. Personnel Qualification Record (PQR) for National Guard applicants only
4. DA Form 705 **(Must have successfully completed an APFT within the last 12 months.)** (Soldiers who did not meet the height and weight IAW AR 600-9 must attach DA Form 5500-R/5501-R.)
5. Current military physical examination (DD Form 2808 & 2807-1 or a PHA within last 15 months) to include physical profiles (DA 3349) if applicable. Note: DD Forms 2808 & 2807-1 must be less than 5 years old.
6. Medical Fitness Standards:
 - a. Soldiers must have a favorable Periodic Health Assessment (PHA) (IAW) AR 40-501, Chapter 3, conducted within 12 months prior to initial entry into the AGR program.
 - b. Must have **HIV** less than 24 months old at time of application (If it is older than 24 months you are required to have new test results prior to hire date.
 - c. Must have a favorable **Drug Screen** 30 days prior to initial entry into the AGR program.
 - d. Pregnancy testing for female soldiers will be accomplished 15 days prior to initial entry.
7. DA Form 7349-R, Annual Medical Certificate **(current within 30 days Part I only)**
8. Last three NCOERs (DA Forms 2166-8). Newly promoted SGT/E5's and SPC/E4s **must** submit a letter of recommendation from commander or senior NCO.
9. Copy of **all** previous issued DD 214's or NGB 22's.
10. Any of the following Statement of Active Service such:
 - a. NGB Form 23
 - b. NGB Form 23B RPAS (Retirement Points Accounting Statement) ARNG Applicants
 - c. DA Form 1506

IMPORTANT! PLEASE READ DISCLAIMER: You, the applicant, are responsible for the completion and turn-in of your application, all contents, and attachments. Incomplete applications will be considered **"Not Qualified"** because of lack of information. The HRO is not responsible for incomplete packets; however, applicants with incomplete packets will be notified by **email only** within 30 days of closing date of announcement. Applications and associated documents will not be returned nor considered for future vacancy announcements. After recommendation is approved by the Adjutant General, the chairperson of the selection board will contact all applicants to notify them of recommendation or non-recommendation. This office will also confirm recommendation and non-recommendation by memorandum. Do not submit original documents. **Emailed applications will not be accepted.** YOU MUST BE AWARE OF THE CONTENT OF THIS INSTRUCTION SHEET TO COMPLETE YOUR APPLICATION PROPERLY.

MAIL APPLICATIONS TO: JFHQ-NC-HRO-MD, 1636 Gold Star Drive, Raleigh, NC 27607-3371. **Applications must be received in the HRO Office no later than 1500 hours on the closing date of the announcement.**

NO ACTION will be taken on INCOMPLETE APPLICATIONS. Applications may not be mailed using government-supplied envelopes or postage. If not selected, only non-selected letters will be sent to applicants. Applications will not be returned.

THE NORTH CAROLINA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER

Eligible applicants will be considered without regard to race, sex, religion, national origin, or political affiliation. Due to restrictions in assignment to certain units and MOSs some positions may have gender restrictions.